

**JULY 9<sup>TH</sup>, 2025**

The Jay County Council met in session on Wednesday, July 9<sup>th</sup>, 2025, at 6:00 PM, in the auditorium at the Jay County Courthouse. Attending was Faron Parr, Randy May, Michael Brewster, Bryan Alexander, Harold Towell, attorney Wes Schemenaur, auditor Emily Franks, and Matt Minnich, president presiding. Attending virtually was council member Cindy Bracy. Faron Parr made a motion to approve the minutes from June 11, 2025 meeting. Michael Brewster seconded the motion and the motion passed by unanimous vote.

**ADDITIONALS**

**COMMUNITY CORRECTIONS PROJECT INCOME**

1122.14900.00000.0000 Employer Health Insurance **\$14,100.00**

The 2025 DOC grant did not cover the entire health insurance cost for all employees. Bryan Alexander made a motion to approve the additional appropriation as presented. Michael Brewster seconded the motion and the motion passed by unanimous vote.

**RETIREMENT CENTER DONATIONS**

4102.31102.00000.0000 Resident Activities **\$1,000.00**

Faron Parr made a motion to approve the additional appropriation as presented. Bryan Alexander seconded the motion and the motion passed by unanimous vote.

**ARP-2021 CLFRF**

8950-001-30-0148 Professional Services- Ritter Strategic **\$10,800.00**

The additional appropriation was to pay invoice #2022279. Faron Parr made a motion to approve the additional appropriation as presented. Michael Brewster seconded the motion and the motion passed by unanimous vote.

**TRANSFERS**

1000.15100.00000.0068 Commissioners-Employer Health Insurance to 1000.14900.00000.0068 Workers Comp in the amount of \$26,509.

Bryan Alexander made a motion to approve the transfer as presented. Faron Parr seconded the motion and the motion passed by unanimous vote.

**JAY COUNTY SOLID WASTE-RECYCLING**

George McGinnis, director, came to the council for support to eliminate trash being left in their four recycling trailers. There are two trailers located at the parking lot of Pizza Hut and two located in the Jay County Sheriff's Department lot. The county commissioners had previously approved an Ordinance in 2022 that created financial penalties for those dumping trash in the recycle trailers. Mr. McGinnis would like help paying for and placing cameras in those locations in order to catch those disposing illegally. The trailers that are then hauled to Muncie, are costing additional monies to dispose of the trash, such as mattresses. Matt Minnich asked how much the district was paying in fees and if that would justify the cost of cameras. Mr. McGinnis was not sure of the amount, as it varied from week to week. The council discussed if more public education or signage could help eliminate the issue. However, Mr. McGinnis felt education and signage had already been tried and it would require enforcing the policy to make a change. It was discussed if moving the trailers was a possibility, but cement would be required, and they plan to put them at their new facility once built.

It was then questioned who would be monitoring the cameras for incidents. Mr. Newton explained while cameras could face the trailers they were to cover the whole area and could not be left on the dumpsters. Then there would still be the issue of where to place cameras and who would monitor them at the Pizza Hut location. Mr. Schemenaur explained the information required by his office in order to move forward with charges and suggested trail cameras that could be monitored by Mr. McGinnis. He could then report any findings to the sheriff's department and prosecutor for them to pursue fines. Mr. McGinnis agreed to look into the purchase of trail cameras to try and resolve the matter.

**JAY COUNTY DEVELOPMENT CORPORATION**

Ceann Bales, PhD, executive director, came to give an update to the council on operations. She has attended 144 meetings in the last quarter, and reported two new companies have expressed interest in coming into the county. They have been working on community development projects including the Asbury Church redevelopment and the Jay County Food Cooperative Launch. Annual abatement compliance reviews were completed with three companies being granted new abatements. Mrs. Bales spoke on the three childcare facilities and that the county is only at 29.8% capacity for early learning. A list of trainings and sessions attended as well as priorities moving forward were provided to council members. Lastly, she gave an update on READ1, with the READ1 1.0 funding almost to the threshold to start awarding for 2.0. The 68 Acre project has passed the first hurdle to test if it would make an economic impact. The second step is for them to check if the project is viable.

**HODSON ENERGY**

Kyle West and Maura Hoff, representatives, came to the council to request a one-year extension to start their solar project. This would require an amendment to the Economic Development Agreement (EDA) and their abatement forms (SB-1). Mr. West explained the delay was as a result of PJM and the procurement and sourcing of major equipment. They have agreed to pay up to \$10,000 of attorney fees for the project. The new date to commence would be June 30, 2027 with contract completion by December 31, 2028. The council questioned if they still believed they would move forward with the projects with all the changes at the federal level. Mr. West stressed they would be moving forward with the project due to the amount already invested. Michael Brewster made a motion to approve the amended documents with Hodson Energy. Faron Parr seconded the motion and the motion passed by unanimous vote.

**SALARY ORDINANCE AMENDMENT 2025-12**

Heath Butz, Health Department Environmentalist/Administrator, came to the council to discuss a change in employment status. Mr. Butz explained the Local Public Health funded by the state has cut their funding for 2026 by 75%. The full-time immunization clerk currently budgeted out of the fund has left employment and he would like to maintain the hourly rate of \$20.81, but drop the position down to part time

status working no more than 28 hours a week. Bryan Alexander made a motion to approve Salary Ordinance Amendment 2025-12 as presented. Michael Brewster seconded the motion and the motion passed by unanimous vote.

**IT SERVICE RECOMMENDATION**

Emily Franks, cybersecurity taskforce member, read the recommendation from the committee regarding IT Services for the county. The members participated in presentations from LEAP Managed IT, Perry Pro Tech and Allistar Technologies before taking a formal vote. After the review, the taskforce recommends the fully managed services with LEAP Managed IT with a co-managed option for the Jay County Security Center that will keep their current IT contractor. The key factors in the decision were; the fully managed option would include the company reporting directly to the council and commissioners, there would not be a lapse in service if any employee leaves, each office would have equal access to support, they provided a clear transition plan from the current provider, and they will assist in compliance with upcoming cybersecurity rules going into effect in the near future. Mr. Schemenaur added if the county does not comply with the cybersecurity requirements the state will withhold access to all state databases. An additional appropriation to cover the transition will be submitted for approval in August. Faron Parr made a motion to move forward with LEAP Managed IT for services moving forward. Michael Brewster seconded the motion and the motion passed by unanimous vote.

**LIT RATE CHANGE NOTICE**

Emily Franks, auditor, explained any potential changes to the county LIT rate will need to be noticed to the underlying units prior to August 1. The county would then have until the end of October to officially notice and vote on a change. She reported there has been very limited guidance from the state on the upcoming LIT changes, other than to say adjustments would be made in the next session. The county is also unsure how much will be estimated to be received for 2026, as the 2025 figures had the large double filer. Michael Brewster made a motion to not look at changing the county LIT rate or structure for 2026. Randy May seconded the motion and the motion passed by unanimous vote.

**2026 BUDGET**

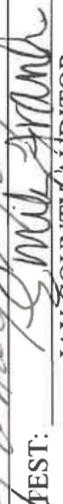
The preliminary figures for the 2026 budget were presented to the council, along with estimates. The estimates did not include any state estimates, LIT estimates or levy increases as they had not been published at the time. Emily Franks, auditor, asked the council to think about priorities for the county moving into the budget hearings. As revenue is estimated to decrease, prioritizing wages, employee benefits, infrastructure or projects will help make sure the available money is put in the right funds.

With no further business for the council, Faron Parr made a motion to adjourn the meeting; Randy May seconded the motion and the motion passed by unanimous vote. The meeting was adjourned at 7:23 p.m.

AYE

JAY COUNTY COUNCIL

NAY

  
ATTEST:   
JAY COUNTY AUDITOR

**AUGUST 13, 2025**

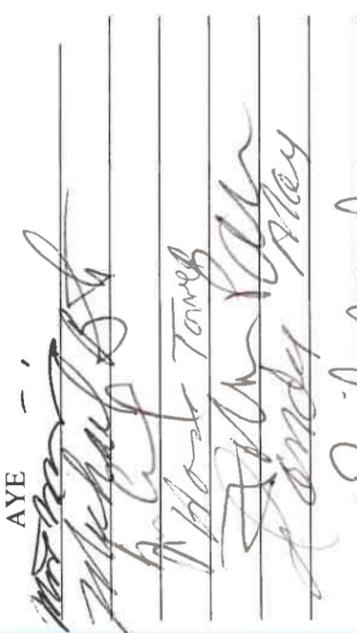
The Jay County Commissioners and Council met in joint executive session on Wednesday, August 13th, 2025 at 5:00 p.m. in the courthouse auditorium. Attending were commissioners Doug Horn, Duane Monroe, and Chad Aker, president, auditor Emily Franks, attorney Wes Schemenaur and council members, Faron Parr, Michael Brewster, Cindy Bracy, Harold Towell, Bryan Alexander and Matt Minnich, president. Council member Randy May, joined the meeting at 5:19 p.m. The council and commissioners met in executive session to discuss a real property transaction per IC 5-14-1.5-6.1(b)(2)(D).

The meeting concluded at 5:30 p.m.

AYE

JAY COUNTY COUNCIL

NAY

  
ATTEST:   
JAY COUNTY AUDITOR

**AUGUST 13<sup>TH</sup>, 2025**

The Jay County Council met in session on Wednesday, August 13th, 2025, at 5:30 PM, in the auditorium at the Jay County Courthouse. Attending was Faron Parr, Randy May, Michael Brewster, Bryan Alexander, Harold Towell, Cindy Bracy, attorney Wes Schemenaur, auditor Emily Franks, and Matt Minnich, president presiding Cindy Bracy made a motion to approve the minutes from July 9<sup>th</sup>, 2025 meeting. Michael Brewster seconded the motion and the motion passed by unanimous vote.

**ADDITIONALS**

**COUNTY GENERAL**

1000.31300.00000.0068 Commissioners- Computer Maintenance

**\$45,000.00**

The additional appropriation would be to have LEAP Managed IT start IT services with the county. Michael Brewster made a motion to approve the additional appropriation as presented. Faron Parr seconded the motion and the motion passed by unanimous vote.

**ACCIDENT REPORTS**

1101.42200.00000.0000 Equipment

**\$35,000.00**

Larry "Ray" Newton, sheriff, came to the council to discuss an additional appropriation to purchase three or four new drones for the department. Their current drones were not able to be used due to lack of certification and remote IDs. They have had three out of five deputies already pass the licensing tests. The cost per license is \$175 and \$600 per person for training and certification. Faron Parr made a motion to approve the additional as presented. Michael Brewster seconded the motion and the motion passed by majority vote with Bryan Alexander voting against the motion.

**LIT - ECONOMIC DEVELOPMENT**

Contractual Services- Kleinpeter

**\$12,500.00**

1112.32700.00000.0000

The additional appropriation was presented regarding additional houses and timeline for the Owner-Occupied Rehab program. The original contract signed in 2023 was for an estimated 40 homes, with 70 being environmentally cleared, with additional rounds of bidding and completed additional budget modifications. The commissioner approved the additional amendment at their June 30<sup>th</sup>, 2025 meeting. Michael Brewster made a motion approve the additional appropriation as presented. Faron Parr seconded the motion and a roll call vote was taken. Randy May, Faron Parr and Michael Brewster voted for the motion with Harold Towell, Cindy Bracy, and Bryan Alexander voting against the motion. Matt Minnich, president, voted against the motion to break the tie and the motion failed.

**CLERKS PERPETUATION**

1119.41100.00000.0000 Office Equipment

**\$7,000.00**

Melissa Elliott, clerk, came to the council to discuss money to purchase a new copier as hers is 15 years old. Bryan Alexander made a motion to approve the additional appropriation for clerk's perpetuation as presented. Faron Parr seconded the motion and the motion passed by unanimous vote.

**ARRP-2021 CLFRF**

8950.31480.00000.0000 Professional Services- Ritter Strategic

**\$12,500.00**  
**\$12,500.00**

Bryan Alexander made a motion to approve the additional appropriation for ARRP-2021 CLFRF as presented. Cindy Bracy seconded the motion and the motion passed by unanimous vote.

***Transfers:***

**1000.18500.00000.0622 County Home- Wages- Repair & Maintenance to 1000.34600.0000-0622 Misc. Expenses \$2,000**

The transfer was to cover the cost of mowing while their mower was getting repaired. Bryan Alexander made a motion to approve the transfer of funds for the county home as presented. Faron Parr seconded the motion and the motion passed by unanimous vote.

**1176.32600.00000.0530 Highway- Telephone to 1176.11602.00000.0530 Wages-Part Time \$2,500**

Stephanie Klarer, assistant highway superintendent, requested money be moved to cover the office for her paid time off and while attending meetings. Faron Parr made a motion to approve the transfer of funds for the highway as presented. Randy May seconded the motion and the motion passed by unanimous vote.

**NON-BINDING REVIEW OF TAXING UNITS**

The members of the county council reviewed the DLGF estimated levy amounts as well as the DLGF estimated circuit breaker impact upon all county taxing units. The units analyzed were: Jay County, Bearcreek Township, Greene Township, Jackson Township, Jefferson Township, Knox Township, Madison Township, Noble Township, Penn Township, Pike Township, Richland Township, Wabash Township and Wayne Township. Also, the Town of Pennville, City of Dunkirk, Town of Bryant, Town of Salamina, Town of Redkey and City of Portland. Furthermore, the levy and circuit breaker amount for the Jay County Public Library, Penn Township Library, Dunkirk Library, the Jay County School Corporation, and Jay County Solid Waste District (though there were none levied against this non-tax-based unit) were discussed.

After discussion on the circuit breaker estimates increasing due to recent state legislation, Cindy Bracy made a motion to recommend taxing units adopt budgets, rates and levies that do no exceed limitations imposed by the estimated maximum levies, less any limitations imposed by tax caps, and that units consider adopting budgets, rates and levies that are less than the estimated maximum levies. Also, while it is imperative to stay within, it is not necessary to fully spend the levied amount. Michael Brewster seconded the motion and the motion passed by unanimous vote.

**2026 BUDGET**

Bryan Alexander requested the county attorney prepare **Resolution 2025-11** regarding the budget as follows;

Whereas, the Jay County Council is the fiscal body of Jay County, Indiana charged with passing and adopting a budget for the continued operation of Jay County Government; and  
Whereas, recent legislative changes will reduce Jay County's property tax revenue in 2026 and beyond which makes fiscal responsibility imperative for the continued operation of Jay County Government.

Now therefore, be it resolved by the Jay County Council that the Jay County Council will use its best efforts to pass a budget that does not exceed projected revenues in order to retain a solid financial base for the operations of Jay County Government. Bryan Alexander made a motion to approve Resolution 2025-11 as read. Harold Towell seconded the motion and the motion passed by majority vote with Faron Parr opposing the motion.

Emily Franks, auditor, reported she was still waiting on income tax estimates to be released from the state, as well as the Waggner, Irwin and Scheele salary analysis. Once the estimates are released, she will inform the council. The salary analysis would be complete before the budget review on September 3<sup>rd</sup>. They can present it that night or can try to schedule a meeting beforehand. The council decided to move the budget review from September 3<sup>rd</sup> to September 2<sup>nd</sup>, 2025 at 5:30 p.m.

**LAND PURCHASE**

Bryan Alexander discussed the county purchasing land along Tyson Road currently deeded to the McClurg Trust. The property will be going for auction on September 6<sup>th</sup>, 2025. The county would need to complete two appraisals of the property beforehand and could only pay the average of appraisals. The resolution would be required for the commissioners to move forward with any purchase.

**RESOLUTION 2025-12** was presented for approval, and was read as follows;

Whereas, the Jay County Council and the Jay County Commissioners have expressed interest in purchasing a certain parcel of real estate located in Section 19, Wayne Township, Jay County, Indiana containing approximately 48 acres currently owned by the McClurg Trust; and Whereas, the Jay County Council as the fiscal body for Jay County believes that two (2) appraisers should be appointed to appraise the fair market value of the land.

Now therefore, be it resolved by the Jay County Council that it is interested in purchasing the above-described real estate and Jon Funk and Dave Tarter are hereby appointed to appraise the fair market value of the property and return their appraisal to Jay County Commissioners within (30) days.

Bryan Alexander made a motion to approve Resolution 2025-12 as presented. Cindy Bracy seconded the motion and the motion passed by majority vote, with Harold Towell and Michael Brewster voting against the motion.

With no further business for the council, Bryan Alexander made a motion to adjourn the meeting; Michael Brewster seconded the motion and the motion passed by unanimous vote. The meeting was adjourned at 6:18 p.m.

**JAY COUNTY COUNCIL**

AYE \_\_\_\_\_  
*Bryan Alexander* \_\_\_\_\_  
*Michael Brewster* \_\_\_\_\_  
*Harold Towell* \_\_\_\_\_  
*Cindy Bracy* \_\_\_\_\_  
*Jon Funk* \_\_\_\_\_  
*Dave Tarter* \_\_\_\_\_  
ATTEST: *Emily Franks* \_\_\_\_\_  
JAY COUNTY AUDITOR

NAY \_\_\_\_\_

**AUGUST 13, 2025**

The Jay County Commissioners and Council met in joint session on Wednesday, August 13th, 2025 at 6:15 p.m. in the courthouse auditorium. Attending were commissioners Doug Horn, Duane Monroe, and Chad Aker, president, auditor Emily Franks, attorney Wes Schemenaur and council members, Faron Parr, Randy May, Michael Brewster, Cindy Bracy, Harold Towell, Bryan Alexander and Matt Minnich, president. The purpose of the joint session was to discuss a countywide emergency radio system, the future of the county home and the 68 Acre project.

**COUNTYWIDE EMERGENCY RADIO SYSTEM**

Barry Ritter, Owner Ritter Strategic Services, updated both boards on the county wide non-emergency and emergency radio system, recapping the work already completed on the project. The proposals were for a unified, interoperable radio system for both public safety and non-public safety communications in the county. The requests were then scored based on coverage and reliability (35%), Reasonableness of Cost (35%), Quality of Product (15%), Warranty and Maintenance (5%), Project Management Approach (5%), and Vendor Qualifications (5%). A list of key evaluation considerations was also given to commissioners. In the final evaluation Motorola scored .96/1.0 or 500/525 points and J&K Communications scored .42/1.0 or 365/525 points.

The total project cost for Motorola was in the range of \$6.6-\$7.1 million. The total project cost for J&K Communications was \$7.9-\$8.3 million and did not include the cost of land purchase. Mr. Ritter explained the cost included agencies not involved in county government such as the Portland Street and wastewater department as well as other local law enforcement agencies along in addition to the county sheriff, EMS, EMA, Health and Highway. The commissioners voted July 30<sup>th</sup>, 2025 to authorize contract negotiations with Motorola Solutions.

Mr. Ritter also noted the communication system on the law enforcement side is in a critical state only being kept in operation by the current 900 MHz vendor. Once the sheriff moves off the 900 MHz system, the other agencies would have to migrate to the system as well, with financial implications to the subscriber. However, when the current system crashes, those agencies that chose not to migrate, will no longer

have communications with the 911 system. Mr. Ritter explained the importance of the 911 system hearing all traffic on one system to keep first responders safe.

Chad Aker confirmed the next steps would be to reach out to the various units and see what they could afford to pay towards the project or user equipment. However, they are waiting on Ritter Strategic Services to complete a spreadsheet of cost by agency. The opportunity for cost savings might be in the highway department by reducing the number of some requested items. They could build the tower adjacent to the jail, but final numbers from Motorola will come through negotiations with commissioners. If the county were to finance through them, they will offer additional concessions on the pricing. Matt Minnich noted the total cost of \$6,711,149.21 included a large 15-year warranty. Duane Monroe questioned if the equipment would need to be climate controlled. Mr. Ritter confirmed it would need to be environmentally controlled with the options being building on to the garage or buying a building from Motorola to put on the back side of the garage.

Emily Franks questioned the timeframe for payment if the county decided to move forward with the project. A representative from Motorola explained their financing would have payment one year in arrears from execution. The county could also do a buy down to get a below market rate or offered as a discount. The payments would be due annually once payment commence with their most common financing being in 7- or 10-year terms. This is because the average lifespan on the handheld radios is between 7-12 years. They explained the county would see better performance from day one with the new radios with the LTE capability. This could be completed while the tower is being built and the monthly LTE charges are already built into the price.

Michael Brewster asked for clarification on whether the equipment would be purchased by the county and disbursed or if each agency was responsible for ordering their own. Mr. Ritter explained the county could move forward either way. Mr. Brewster did not believe the county should be responsible for the warranty on the items not being used by the county. He would like to make clear upfront what cost each entity would be responsible to pay. Mr. Alexander agreed noting units would need to figure those costs into their budget for 2026.

A vote was called; Michael Brewster made a motion for the council to move forward with Motorola Solutions for final negotiations subject to financing. Bryan Alexander seconded the motion and the motion passed by majority vote with Harold Towell and Randy May voting against the motion. Duane Monroe made a motion for the commissioners to move forward with Motorola Solutions for final negotiation on a county wide non-emergency, emergency system. Doug Horn seconded the motion and the motion passed by unanimous vote.

#### **COUNTY HOME CLOSURE**

Cindy Bracy spoke as the president for the Jay County County Living Advisory Board of Directors and thanked partner agencies, the committee, the community, and employees. She added the decision was not taken lightly, but that it became apparent operating it as a county run facility was not in the best interest of the county, residents, or employees. A call was made for fellow members to move thoughtfully and carefully through all the options. Mrs. Bracy requested the facility be funded for all of 2026 and create a diverse group of stakeholders to look at options for the building moving forward. Lastly, noting a need for housing in the area including: seniors, recovery, transitional and more types not thought of beforehand. Until they can find new homes for the residents, she would like to offer incentives for the employees.

Stan Stoppenhagen, Adams County Commissioner, spoke about his experience closing their county home in 2024. He expressed they had agreed to provide care and housing for residents and were not willing to close their facility until they had found appropriate homes for them. Their local hospital provided medical assessments for all their residents and the finances for each resident's account. Ultimately, the main influence for their decision was their inability to offer residential care and a turnover in directors for the facility. Brenda Johns was their closing administrator to look at the financial, medical and relocation needs of each resident. Their HR director worked as a liaison in the absence of a director.

Adams County residents had to follow social security and Medicaid rules, which took about a year for acceptance of Medicaid waivers. Mrs. Bracy agreed explaining the system changed again July 1<sup>st</sup>, 2025 following a new law regarding assessments, causing an additional backlog through the state. Chad Aker questioned what they did with their facility once closed. Mr. Stoppenhagen explained the home with 11 acres is still in the county's possession and is maintained by a groundskeeper. They had previously sold off the 140 acres of the farm ground a few years prior to the closure.

Frank Baldwin, President and CEO of Muncie Missions, explained the state has two continuums of care that come from HUD funding. He spoke about the Indianapolis Continuum of Care and Indiana Housing Community Developmental Authority where he serves as the Region 6 chairperson. The region serves Blackford, Delaware, Grant, Henry, Jay, and Randolph Counties. The first step for housing, is to get on a coordinated entry list managed at the Muncie hub. At that point, an assessment is made on the individuals' needs. The coordinated entry has about 260 individuals currently on their list with not enough housing in the region to house all those individuals. Their assessment score dictates the type of housing needed and what supportive services, if any, are needed. They have 41 in Jay County that have been identified by the state.

They have developed a landlord liaison in Delaware to try to find affordable housing solutions as well as developing a housing consortium. Mr. Baldwin reported the county had started a similar group with members from economic development, healthcare, and county representatives. He would be willing to assist with a strategic plan for the area to provide good services, believing there is a civic liability, but that it does not always rely on government. It would take a collaboration with non-government organizations.

Mr. Baldwin explained they were able to get a developer interested in old buildings to work together with the state to receive \$13 million in tax credits to build the facility and vouchers from the state to pay for each unit. After a tour of the county home, Mr. Baldwin felt like there would be an opportunity for development with two entities interested in the home or the surrounding acreage. One developer completed a 60-unit development and a 48 unit that is currently in process and will tour the facility next week. He asked council and commissioners to consider funding the home for another year to eighteen months as they develop a plan for housing.

Stacey Johnson, director, explained she has seen a housing shortage in the community and asked the county to provide services and housing. They do have Meridian Health Services involved that work with qualifying residents. Bryan Alexander questioned if the need seemed to be related more to mental health or poverty. Ms. Johnson believed it was both, as well as generational, with life skills not being





